

## **Agenda: Parish Council Meeting Mon 12<sup>th</sup> Jan 2015 at 7:00p.m.**

### **Public Submissions–Peter Capener, Bath& West Community Energy**

1. Matters Arising not covered in agenda
2. Documentation Review
  - Internal Audit Terms of Reference
3. Appoint Internal Auditor.
4. Finance
  - Hall Rental
  - Income/Expenditure
  - Balance
  - Budget – expected income and expenditure, reserves required
  - Parish Precept
5. Register of Members Interests
6. Election - May
7. Correspondence – e-mail
  - Clutton Neighbourhood Plan
  - Polling districts and polling places review
  - NALC website - password change
  - Invitation to comment on the Placemaking Plan Options
  - Proposed police station changes to be discussed at Policy Development & Scrutiny Panel
  - Bath& West Community Energy, community enterprise
  - Transparency Code
  - Community Award - Chelwood Bridge Rotary Club
8. Date of Next Scheduled Meeting – Monday 6<sup>th</sup> April at 7:30pm

**Approved Minutes**  
**Meeting of Chelwood Parish Council, 12<sup>th</sup> Jan 2015, 7:00 p.m.**

Present Mr P Sherborne (chair), Mr G Joyner, Mr P Jones, Ms J Glynn, Mr P Harrison (vice-chair), Mrs C Beecroft (clerk), Cllr J Sparks, 1 member of public

Public Submissions – discussion with a member of Bath& West Community Energy regarding running a solar project as a community enterprise. An open meeting will be arranged so that the community can discuss this matter further.

**1. Matters Arising not covered in agenda**

Minutes of previous meeting read and signed as true record.

**2. Documentation Review**

The Internal Audit Terms of Reference document was reviewed, no changes required.

**3. Appoint Internal Auditor**

Mr S Meale will conduct the internal audit for audit 2015/16.

**SM**

**4. Finance**

• Hall Rental

Payment until financial year end April 2015 is £100 .

• Previous Balance:

£1815.39

• Expenditure:

Village Hall Rent (ch no 134 )

£100

• Current Balance:

£1715.39

• Budget

£490 is allocated to printing the parish plan, £200 to insurance and £150 to hall rental.

• Precept

Having considered the budget for 2015/16 it was agreed to set the precept at £350.

**5. Register of Members Interests**

Parish Councillors were reminded to update details.

**6. Election of Parish Councillors**

Advertise on parish website and parish noticeboard. The election will take place in May. **CB**

**7. Correspondence - circulated**

a. Clutton Neighbourhood Plan

b. Polling districts and polling places review

c. NALC website - password change

d. Invitation to comment on the Placemaking Plan Options

e. Proposed police station changes to be discussed at Policy Development & Scrutiny Panel

f. Bath& West Community Energy, community enterprise

g. Community Award – Chelwood Round Table

**8. Any Other Business**

Chelwood has signed up to Neighbourhood Watch again. Peter Sherborne is contact person.

**9. Date of Next Scheduled Meeting: Monday 13th April 2015 at 7:30pm**

If you have an item for the agenda contact P Sherborne or C Beecroft by 27<sup>th</sup> March.